

EXECUTIVE DIRECTOR'S MONTHLY REPORT

MAY 2008

I. Improve the efficiency and accountability of management within the organization

I would like to thank the Regional Council for their understanding during this difficult time at SCAG. To be forced to lose any of our staff members is difficult both for the agency and for the impacted employees. I want to assure the Regional Council that we are providing services and resources to those staff who were laid off and that we are taking additional steps to ensure the long-term stability of the agency.

First, let me discuss the services we are providing to SCAG staff. We want to make sure impacted staff members receive every opportunity to find new employment as quickly as possible. To help facilitate this process, we have offered staff services related to job searching and career development. Many of these services are available to all SCAG employees. In addition, we have offered one-on-one career coaching and counseling sessions for those employees who were laid off. Our hope is that all staff who were laid off will be placed either in another position at SCAG through internal recruitment opportunities, or in a new position outside SCAG very soon. Below is a summary of services that were provided to staff:

- 3/31 & 4/4 - A licensed psychotherapist provided group and individual sessions for employees on coping strategies for a life change such loss of a job.
- 4/7 - A CalPERS representative gave a presentation on the retirement process, calculating retirement benefits, service credit, options for leaving/withdrawing funds within the system and other retirement considerations.
- 4/9 - Job Resource, a non-profit training organization that works with the Employment Development Department, provided information and resources for finding employment. Another workshop will be conducted in June on applying for unemployment insurance benefits.
- 4/14 & 4/15 - Ralph Anderson & Associates - a recruitment firm, provided group information sessions on preparing resumes, cover letters and interviewing tips. Individual coaching sessions were provided in which the consultants reviewed employee resumes and gave specific advice regarding job search.

We have also encouraged staff to suggest any other sessions or services they think might be helpful.

Next Steps

Attached to this Executive Director's Report, is SCAG's three-year budget forecast. There are a few items about this forecast that require further discussion. The forecast shows both our revenue and expenditures, based on the priorities for the agency. In order to determine our funding priorities, I asked the managers and directors to develop three-year plans for each division. The result shows nearly \$13 million in consultant money to be spent in fiscal year 2010 and 2011. With our projected revenue and existing staffing levels, this would result in a deficit for the agency starting in FY10. I cannot allow the agency to operate with a deficit. I also gave my word that there would be no further layoffs at this time, and I intend to keep my promise. I have asked the managers to revise their consultant budgets to focus only on a few core activities and priorities, as determined by the Regional Council and staff. I expect that this will have an impact on other areas of the agency. As a result, we may not be able to do some of the work that may be important to many of our members, our staff and me, but does not directly relate to core activities, such as transportation planning.

I want to highlight another component of the budget forecast. As a result of the layoffs, we now have 113 positions. It is important to note that our staffing levels have increased from 95 positions in 2003 to 162 positions (including temporary staff) in 2008. (Staffing Historical Trends is attached). Through attrition, I hope to reduce staffing levels further, but I want to reiterate that we do not anticipate further layoffs. Once again, these changes are likely to have an impact across agency and I would ask for your continued patience as we put the agency on the right track financially and undergo additional restructuring.